

Comal County Emergency Services District No. 5
Regular Board Meeting Minutes
Station 4, 215 Rebecca Creek Road, Canyon Lake, TX 78133
July 19, 2023 @4:00 pm

1. Call to Order at 4:12
2. Call of Roll and establish quorum.
 - a. Present: Commissioners Kruciak, Martinez, Phillips, Morrow
 - b. Absent: Commissioner Wyndham
 - c. Guests: Chief Southwell
3. Citizen Communication: No citizens present.
4. Consider approval of the minutes of the 28 June 2023 Regular Meeting. Commissioner Martinez made a motion to approve. Commissioner Phillips seconded. All ayes. Minutes approved.
5. Review and take action on ESD 5 monthly financials. Commissioner Kruciak stated cash on hand. Ad valorem and sales tax are tracking to make budget for the year. Commissioner Phillips made a motion to accept financials as presented. Seconded by Commissioner Martinez. All ayes. Financials accepted.
6. Review and take action on payment of District's bills/invoices. There were no bills to pay this month. One last payment remains on the engine after the August payment.
7. Receive monthly report from BSBES Chief regarding emergency operations. Chief Southwell said calls are up about 5%. Fractile up over the prior month being above 92%. Recruiting for frontline firefighters up to twelve positions is from a strong list of candidates with varying levels of experience. Pay scale and benefit package with 100% dependent care coverage explain the improvement in recruiting.

8. Discuss Truth in Taxation Actions and Timeline. Commissioner Kruciak shared this next month's preparation includes certified tax totals by 25th of July for ad valorem tax collections. This is dependent on actions to the new law just passed. Need an adopted tax rate by 9/15. A special meeting is scheduled for August 10 at noon.
9. Discuss ESD 5 Draft 2024 Budget. Need a final BSBES 2024 budget and certified taxable value of property in the district to determine fire split with ESD 4 before budget can be finalized.
10. Board went in to recess for attendance at the Joint meeting at 6:05pm and reconvened at 7:34pm.
11. Review and consider the cost sharing split between the three ESDs for 2024. Discussed at Joint Meeting. No action taken.
12. Consider and approve BSBES 2024 Budget. The Capital Acquisitions spreadsheet was discussed and several items were moved to BSBES funding. A revised 2024 budget will need to be provided and the budget approved at a later meeting.
13. Executive Session – no executive session held
14. Reconvene into open session and take any necessary action relating to the Executive Session as described above.
15. Discuss agenda, time, and date for next regular meeting. A Special Meeting will be held at noon on August 10th and the Monthly Regular Meeting will be held at 4pm on 23 August.
16. Adjournment.

A handwritten signature in black ink, appearing to be 'R. J. M.', is written over the final list item.

Rick Morrow, Secretary
Comal County Emergency Services District No. 5